

**Town of Webster
Office of Select Board
945 Battle Street/Rte. 127
Webster, NH 03303**

Select Board Meeting – April 22, 2015 – Work Session Non-public session – Unsealed 05/11/2015

Select Board present: Chairman Bruce Johnson, Selectman Michael Borek and Selectman Roger Becker.

5:02 pm Chairman Johnson opened the meeting. He advised that the purpose of this meeting was to discuss the position of the Administrative Assistant position.

5:03 pm Chairman Johnson made a motion to go into non-public session pursuant to RSA 91-A:3 II (b), the hiring of any person as a public employee; seconded by Selectman Borek. Roll call: Chairman Johnson – yes; Selectman Borek – yes and Selectman Becker – yes.

The Board discussed the Administrative Assistant position, the letter of conditional offer of employment and the personnel policy relative to the insurance to be offered to any new-hires.

The Board discussed at length their recommendations for the position of Administrative Assistant and each Board Member gave their reasoning for their choice.

After much consideration Selectman Becker made a motion to accept Leslie Palmer to be the Administrative Assistant and to offer her a conditional offer of employment tomorrow, April 23, 2015 at 5:00 pm; seconded by Selectman Borek and unanimously approved.

The Board set a tentative date of April 24, 2015 at 8:00 am to meet with candidate Therese Larson.

Selectman Becker made a motion to seal the minutes; seconded by Selectman Borek and unanimously approved.

5:59 Chairman Johnson reconvened the meeting. He advised that the Board is still working on the Administrative Assistant replacement and that the Board voted to seal the minutes. The Board plans to meet tomorrow afternoon with a candidate to discuss a conditional offer of employment and to decide where to go from there. There are two items to address tonight: review of the conditional offer of employment letter and the health insurance in the Personnel Policy.

Bruce G. Johnson

SB/jj

Michael P. Borek

Roger A. Becker